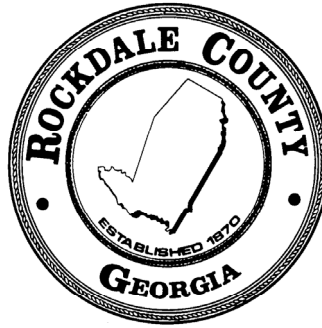


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DEPARTMENT OF FINANCE

SUE SANDERS, INTERIM CFO

TELEPHONE: 770-278-7555

FACSIMILE: 770- 278-8910

**Addendum No. 3
RFP No. 25-15
EMPLOYEE BENEFITS INSURANCE BROKER & CONSULTING SERVICES
June 23, 2025**

RFP #25-15 is hereby amended as follows:

1. Below are questions received and corresponding answers:

A. Question: Are there any services provided by your current advisors that HR would like to see enhanced or improved? If so, what are those areas or services?

Answer: Currently, the County is wanting to focus on cost savings with pharmacy benefits.

B. Question: Please confirm if all the following services are currently either provided by or funded by your current advisors:

- a. COBRA administration
- b. FMLA administration
- c. Retiree benefits and Leave of Absence administration
- d. ACA reporting
- e. Online benefits enrollment and administration technology
- f. Employee call center
- g. FSA administration

Answer: a. Cobra administration paid by Broker, e. Online benefits enrollment provided when requested by employees for enrollment assistance during open enrollment and technology administration is provided when needed for assistance, f. Employees had a dedicated team to contact, g. FSA administration fees were paid by the Broker, currently another carrier pays the administration fees. All other items are done by HR.

C. Question: Please provide the County's annual fee or estimated annual fees for all services in total to the County's current benefit advisors/consultants in 2025.

Answer: Please review the contract provided in Addendum No. 2.

D. Question: Please confirm all the above services in Question #B are required to be provided as part of this current RFP.

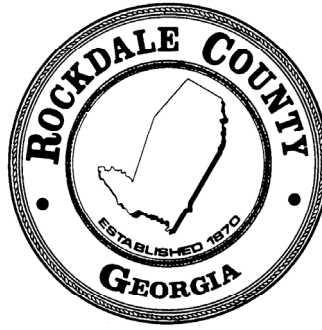
Answer: HR handles FMLA administration, Leave of Absence administration, and ACA reporting. If needed, HR may ask for compliance assistance. Broker services will include Cobra administration, ensuring FSA administration is handled, employee dedicated service team, and assist with online benefits enrollment and administration technology.

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E. Question: What benefits administration / enrollment platform is currently used by the County?
(platform name)

Answer: ADP

F. Question: Does the current benefits enrollment platform integrate with the County's payroll system for premium deduction updates?

Answer: Yes

G. Question: What payroll platform is used by the County?

Answer: ADP

H. Question: Does the County or HR feel there is a need for better medical benefit strategies or is HR satisfied with current advisor(s)' results and direction for the health plan?

Answer: Currently, the County is wanting to focus on cost savings with pharmacy benefits.

I. Question: What is main reason for conducting this RFP process?

Answer: Contract is expiring with no more renewals available.

2. All other conditions remain in full force and effect.
3. If a proposal has been submitted and anything in this Addendum causes the contractor to change the item offered or to increase or decrease the proposal price, the new price and/or changes will be inserted below:

4. All contractors under this Request for Proposal are kindly requested to acknowledge receipt of this Addendum on the Proposal Form, page 24 of this RFP.

Tina Malone

Tina Malone, CPPB CPPO

Purchasing & Procurement Manager

Department of Finance, Purchasing Division